

COMMONWEALTH OF KENTUCKY  
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

ACCREDITATION AND APPROVAL OF THE PUBLIC	)	
SERVICE COMMISSION WATER DISTRICT	)	
COMMISSIONER TRAINING SEMINARS FOR	)	CASE NO. 2000-457
CALENDAR YEAR 2000 AS A WATER DISTRICT	)	
COMMISSIONER TRAINING PROGRAM	)	

ORDER

KRS 74.020(7) requires this Commission “encourage and promote the offering of high quality water district management training programs that enhance a water district commissioner’s understanding of his or her duties.” Pursuant to this statutory mandate, the Commission will conduct in November and December of this year a series of training seminars at several locations throughout the Commonwealth.<sup>1</sup> These seminars will include instruction regarding, inter alia, trends in applicable law and regulations, utility rate-making, management, finance, and administration.<sup>2</sup> The Commission finds that the course of instruction provided at these seminars would enhance a water district commissioner’s understanding of his or her duties and should be approved for 10.5 credit hours of water district management training.

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<sup>1</sup> The dates and location of each seminar are set forth in Appendix A to this Order.

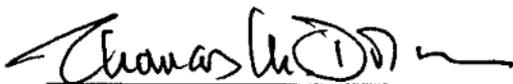
<sup>2</sup> A course syllabus is appended to this Order at Appendix B.

IT IS THEREFORE ORDERED that the Water District Commissioner Training Seminars, whose dates and locations are set forth in Appendix A, are approved for a maximum of 10.5 credit hours.

Done at Frankfort, Kentucky, this 13<sup>th</sup> day of October, 2000.

By the Commission

ATTEST:

A handwritten signature in black ink, appearing to read "Thomas W. [unclear]", written over a horizontal line.

Executive Director

APPENDIX A

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE  
COMMISSION IN CASE NO. 2000-457 DATED OCTOBER 13, 2000

**Water District Commissioner Training Seminars**  
**Conducted In Calendar Year 2000**

<b><u>Location</u></b>	<b><u>Date</u></b>
Jenny Wiley State Resort Park, Prestonsburg, Kentucky	November 2 – 3, 2000
Pennyrile Forest State Resort Park, Dawson Springs, Kentucky	November 14 – 15, 2000
Lake Cumberland State Resort Park, Jamestown, Kentucky	November 29 – 30, 2000
Frankfort Holiday Inn, Frankfort, Kentucky	December 12 – 13, 2000

APPENDIX B

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE  
COMMISSION IN CASE NO. 2000-457 DATED OCTOBER 13, 2000

**KENTUCKY PUBLIC SERVICE COMMISSION  
FALL 2000 WATER TRAINING SEMINARS**

**DAY ONE**

- 8:00 - 8:45 Registration and Continental Breakfast**
- 8:00 - 8:45 Informal Question and Answer Forum – PSC Staff**  
An opportunity for attendees to question PSC staff members on various topics.
- 8:45 - 8:50 Welcome and Program Overview**
- 8:50 - 9:10 Financial Audits – Beverly Davis**  
A discussion of problems frequently noted during PSC Financial Audits. Commission requirements affecting the financial operations of the utility will also be reviewed.
- 9:10 - 9:40 How to File a Rate Case – Dennis Jones**  
A discussion on how to file various types of rate cases and their filing requirements.
- 9:40 - 10:00 Annual Reports – Beverly Davis**  
Brief discussions of the Commission's annual report filing and uniform system of accounts. Methods utility commissioners and board members can use to maintain appropriate oversight of the financial operations of the utility will also be discussed.
- 10:00 -10:15 Break**
- 10:15 - 10:45 Rate Phase-In & Indexing – Dennis Jones & Brent Kirtley**  
An overview of the definition and appropriate procedures for rate phase-in and rate indexing.
- 10:45 -11:15 System Mapping & GIS – Ruth Rowles**  
An update and overview on the statewide database that maps water systems
- 11:15 -11:45 Consumer Issues – Ginny Smith**  
A brief discussion on the operations of the PSC Consumer Service Division.
- 11:45 - 1:00 Lunch**
- 1:00 - 1:30 Kentucky Infrastructure Authority – Roger Recktenwald**  
A discussion of KIA's role regarding water utilities and an overview of Senate Bill 409.
- 1:30 - 2:00 System Development Charges – Carryn Lee**  
A discussion of when system development charges are appropriate and how utilities may use system development charges to maintain lower system wide rates.
- 2:00 - 2:30 Line Loss Reductions & PSC Inspections – Mike Newton**  
Methodology for justifying accounted for and unaccounted for line loss. Field procedures for finding water line leaks and discussion of financial feasibility. A discussion of the Commission's on site inspection of the utility's office and field procedures.
- 2:30 - 2:45 Break**
- 2:45 - 3:45 Extension of Service – Mike Newton**  
A review of the requirements of water line extensions for individuals, groups and developers. Discuss rebate procedures to customers who have paid a contribution in aid of construction.
- 3:45 - 4:45 Legal Aspects of Water District Operations – Gerald Wuetcher**  
A review of the provisions of Chapter 74 involving the creation, management, operation and dissolution of water districts. Other statutory provisions, such as the Whistle Blowers Act, Claims Against Local Government Act, Bidding Requirements provision of KRS Chapter 424 are also discussed.

**KENTUCKY PUBLIC SERVICE COMMISSION  
FALL 2000 WATER TRAINING SEMINARS**

**DAY TWO**

**8:00 - 8:45 Continental Breakfast**

**8:00 - 8:45 Question and Answer Forum – Gerald Wuetcher & Mike Newton**  
An opportunity for attendees to ask about legal and engineering issues.

**8:45 - 9:00 Water Shortage Plans – Carryn Lee**  
A discussion of water shortage plans and how to file a plan.

**9:00 - 10:00 Rate Design and Cost of Service – Carryn Lee**  
A summary on preparing a simple cost of service study and the design water rates.

**10:00 -10:15 Break**

**10:15 -10:45 Non-recurring Charge & PWA Filings – Brent Kirtley**  
A discussion on how to adjust nonrecurring charges (such as connection fees and reconnect fees), and a brief overview of how to file a purchased water adjustment.

**10:45 - 11:15 Open Records/Meetings Act – Gerald Wuetcher**  
The principal provisions of the Open Records Act and Open Meetings Act are reviewed. Handling a request for information under the Open Records Act is discussed. The effect of the Open Meetings Act on meetings of the board of water district commissioners is also discussed.

**11:15 - 11:45 Water District Commissioner Ethics - Gerald Wuetcher**  
A review of ethics laws and principles that may affect water district commissioners.

**11:45 - 1:00 Lunch**

**1:00 - 2:00 PSC Regulation of Water Districts: Legal Issues – Gerald Wuetcher**  
The provisions of KRS Chapter 278 and Title 807 of the Kentucky Administrative Regulations are reviewed. Emphasis will be on how these provisions may affect the operation of a water district. Common problem areas and possible solutions to avoid such problems will be discussed. PSC Regulation of municipal utilities providing wholesale water service to water districts will also be discussed.

**2:00 - 2:30 Recent Developments at the PSC – Gerald Wuetcher**  
A review of the water cases before the PSC in 1999 and 2000 and recent legislation that affects water districts. Electronic filing and available electronic resources will also be discussed.